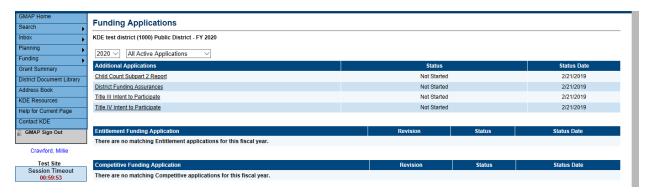
FY20 Title IV, Part A Intent to Participate

The instructions below are for completing the required Intent to Participate for Title IV, Part A. Every district must complete and submit the Intent in order to receive their allocation. Failure to complete the Intent or declining funds will result in the district's allocation of Title IV, Part A funds being reallocated to other districts.

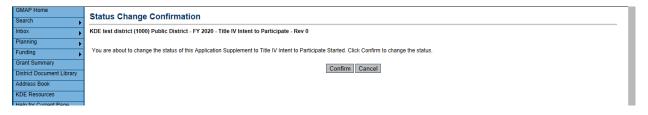
Step 1: Log into GMAP. Under Additional Applications, click on Title IV Intent to Participate



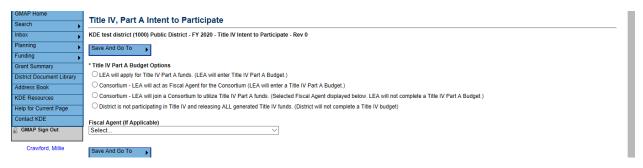
Step 2: Click Change Status To: Title IV Intent to Participate Started near the top of the page.



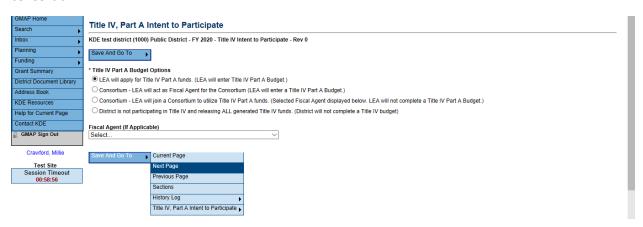
Step 3: Click Confirm.



Step 4: For the budget options, if the district plans on receiving the funds directly and not joining a consortium, click the first option.



Step 5: Once the option has been selected, click Save and Go To Next Page or Sections. DO NOT select a Fiscal Agent if the district plans on receiving the funds. This option is only for those that are joining a consortium.



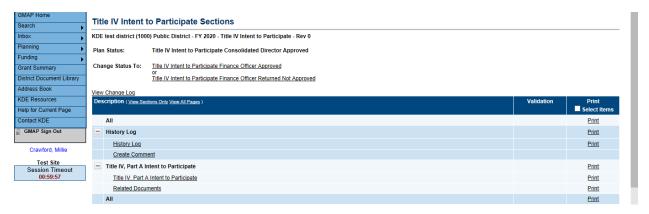
Step 6: On the Sections page, change the status at the top to Title IV Intent to Participate Consolidated Director Approved.



Step 7: Click Confirm.



Step 8: The Finance Officer and the Superintendent will both need to go into GMAP and approve the application.



Step 9: Once the Superintendent has approved the Intent to Participate, the Sections page should look like the one below. If the status does not show Title IV Intent to Participate Superintendent Approved, please look over the steps above. The district Intent is <u>only</u> approved after the superintendent has submitted the final approval.

